CITY OF NEW BEDFORD

MASSACHUSETTS

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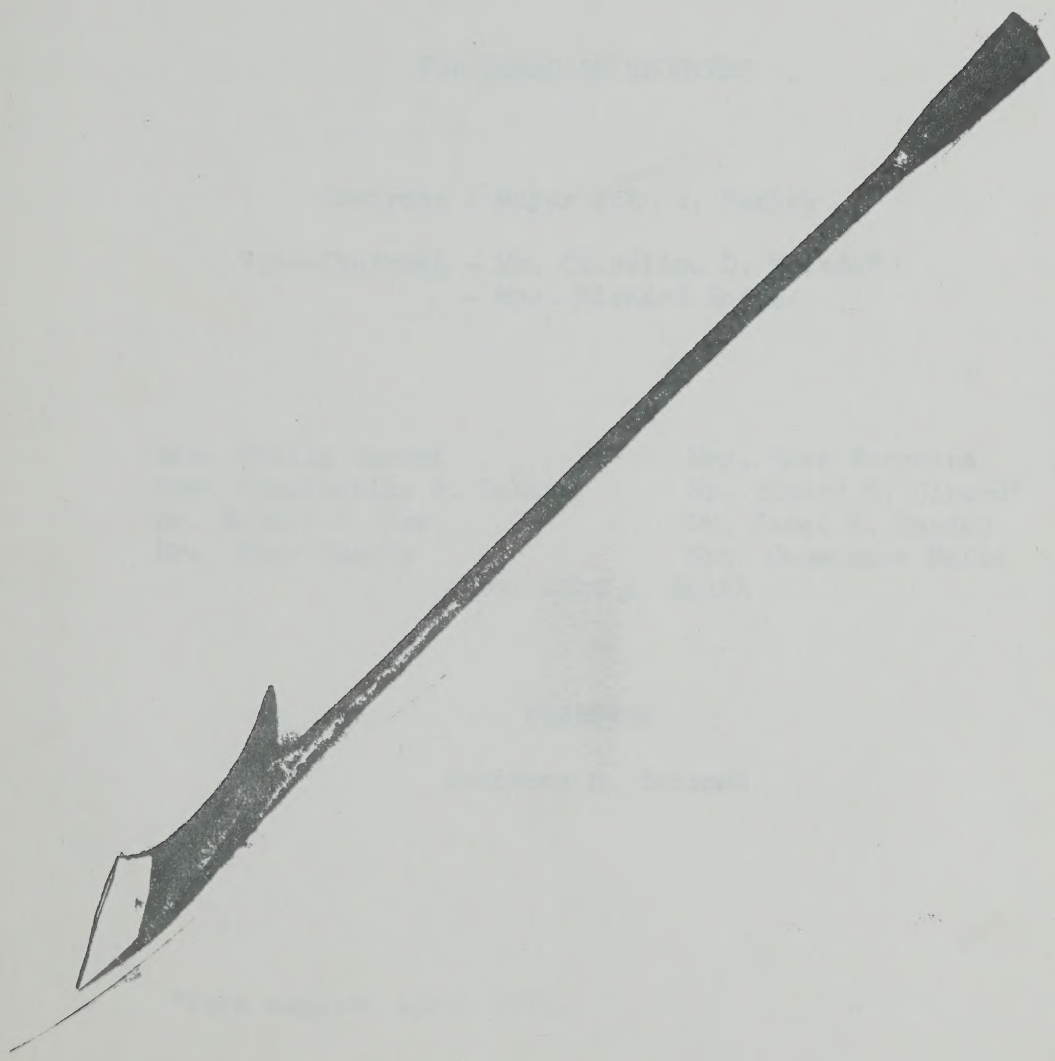

EIGHTEEN-MONTH REPORT
JANUARY 1, 1973 - JUNE 30, 1974

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NEW BEDFORD FREE PUBLIC LIBRARY

EIGHTEEN MONTH REPORT

January 1, 1973 to June 30, 1974

This report spans the period from January 1, 1973, through June 30, 1974. It is made up of a general report by the Director and a section of tables and charts.

The period was one of steady if undramatic progress. The improvement and maintenance of the plant is a result of the Trustees understanding of the need for continually maintaining the library's services to the people of New Bedford and the surrounding area. They made many efforts towards adequate funding and improved services, and are keenly aware of the many problems inherent in the provision of this type of service.

The Trustees wish to express their gratitude to the Mayor, the City Council and the people of New Bedford for their continuing support of the library. As Director, I echo their sentiments and express my own appreciation to the Board of Trustees as well.

Respectfully submitted,

Laurence H. Solomon

Laurence H. Solomon
Director

Eighteen Month Report, Free Public Library January 1973 - June 1974

HIGHLIGHTS

Several steps were taken during this eighteen month period. The Trustees were able to establish a professional position in the branches through the understanding and support of Mayor John A. Markey. The North Branch was renovated and additional shelving was installed, and a personnel organization table was approved for the whole system. Steps were taken to establish a broad policy manual defining and clarifying trustee-director relationships. A vestibule was added to the north entry to the central building, a paperback browsing area was established on the lower floor, and the children's room was repainted and renovated with additional shelving, a pre-school corner and some carpeting. Inventory was taken at the central building and the Catalog Department has begun generating branch shelf-lists so that we can inventory the branches next year. A Spanish section was established at the South Branch and several new approaches to the problem of declining rapport with the local community were tried.

Two women were awarded scholarships towards obtaining their Master's Degrees in Library Science and several members of the staff continued their education in library procedures and related matters. The Clement Yaeger Scholarship Fund supported these activities, though the Internal Revenue Service regulations precluded the Trustee policy of requiring the recipients of graduate scholarships to return to work at the New Bedford Free Public Library.

I hope that with the continued support of the Trustees and their far-sighted interest in the services of the library that the next fiscal period will produce continued growth in service to the people of New Bedford and the surrounding area.

PUBLIC USE OF THE LIBRARY SYSTEM

Library material taken for home use from the libraries declined in volume during the autumn months but the number of items issued recovered in the first half of 1974. The shortage of

energy, particularly gasoline, deterred library patrons from making the additional trips so library attendance suffered. The system closed at 5:00 PM on Fridays during the fall and winter months, reopening again as the days grew warmer and the evenings longer. The closing did not materially affect the usage of the libraries as Friday evenings had the lowest attendance of the week.

Use of the reference services increased dramatically with nearly 20,000 reference questions being handled at the central building during the eighteen month period. The number of queries received over the telephone increased to fifty percent during the energy crisis, and the branches experienced increased demands. The use of the Children's Department increased during the period partly as a result of an ambitious series of programs held both at the central, the branches and other city agencies. Extensive and often exhausting projects initiated and carried out at Easter and during the summer reawakened public interest in the children's services the library offers.

Community use of the meeting rooms, and of the buildings generally, was marked during this period. The newly established Friends of the New Bedford Public Library held an outstandingly successful "Books Come to Life" program on Sunday, April 29, 1973 at which over 800 people attended. They were aided by the library staff and they in turn actively assisted the staff in holding the second annual program a year later. The "Books Come to Life" program provides an opportunity to see community leaders and experts demonstrate their skills in how-to sessions in such popular hobby and artistic avocations as wood carving, sketching, flower arranging, leathercraft, plant propagation, etc.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

AUDIOVISUAL ACTIVITIES

The film Civilization was shown during the fall and was well received. The film series was shown at several neighboring libraries; excellent cooperation insured that the film series was at the right library at the right time. We averaged a small but faithful attendance of 36, and later programs during the winter and spring maintained the average.

During the period additional record browsers were installed and the whole record collection at the central building was revitalized. The browsers were made for the library by the students of the New Bedford Vocational High School.

WHALING AND GENEALOGY

These two sections of the research department have undergone considerable change. The death of the Curator of the Whaling Room early in 1973 left an unfillable gap in the available knowledge about whaling. The Board was fortunate to be able to find Mr. Bruce Barnes who has proved to be dedicated to the organization of research materials. He has proceeded to develop improved access to the material in both sections so that researchers are able to locate information more easily.

STAFF

The hard working staff of the New Bedford Library system must be complimented on their dedication and tolerance for the changing conditions caused by the changes in procedures and facilities which occurred during these eighteen months. Among those who were lost to the library are:

Reginald B. Hegarty, Curator, Melville Whaling Room, after 19 years.

Mrs. Catherine Bell, Bookmobile Librarian, retired after 28 years.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

CUSTODIAL DEPARTMENT

The library buildings are always kept in excellent condition by the five custodians and the three janitresses. Mr. Gabriel Souza and his staff are to be congratulated on their interest and hard work. The main building and the branches continue to be the show places of the city despite the continual and mounting problems of vandalism and increasing maintenance as the buildings age. No one in the department has hesitated in working "beyond the call of duty" on projects designed to improve the library buildings and the services offered from them.

FINANCES

The library, as all other institutions, has been hit severely by inflation. In addition, the reduced circumstances of the City has negated any normal expansion of services or the exercising of needed expertise to make sure the library is keeping up with technological developments.

Fortunately, Mayor John A. Markey understood the effect the financial squeeze was having on the library's book-buying power. He allocated $30,000 to supplement our dwindling trust funds, and this enabled us to maintain our level of acquisitions. Assistance was also received, through his good offices, from the Model Cities Administration so that the library was able to purchase both materials and audiovisual equipment for use in the Casa da Saudade and the Spanish section of the Howland Green Branch. A statement of operating income and disbursements is attached.

Respectfully submitted,

Laurence H. Solomon

Laurence H. Solomon
Director

Eighteen Month Report, Free Public Library
January 1973 - June 1974

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The rest of this eighteen month report is composed of departmental reports which demonstrate the dedication and high level of effort commonly maintained

in the library system. The morale is good and the library staff could provide the people of New Bedford with better service if they were allowed more resources with which to work.

Respectfully submitted,

Laurence H. Solomon
Director

Eighteen Month Report, Free Public Library
January 1973 - June 1974

CIRCULATION DEPARTMENT

At the beginning of 1973 the Main Desk was moved from the south side of the building in the main corridor to the north side. Although this caused much unrest at first, the public finally accepted it as a final move.

The first two weeks of April the Youth Corps pages were given a vacation. The Circulation Department staff took over the duties of paging at this time.

In June the supervision of the Bookmobile was given to the Head of the Circulation Department.

On June 16 the funding of the Youth Corps expired, and their duties were taken over to some extent by the summer help which was hired on June 15. We did our annual inventory of periodicals at this time and gave the stacks a general inspection.

The circulation staff which had been transferred to the branches on a rotation basis were returned to "Home Port" on July 2nd.

The yearly book sale was held on July 5th. The weather was good and the sale was held out of doors. It was very successful.

In July also the Youth Corps was refunded and lasted until the last week of August. The Y. C. could not supply us with any help after this date, because of lack of funds, so we did the paging ourselves. However, this became quite a chore and after asking for help we were allowed to hire 5 pages. Two weeks later, however, we were notified that the Y. C. could now help us and we had to let our 5 pages go.

In November the lower foyer became a browsing and reading room. We started a new service in this area - PAPERBACKS both in fiction and non-fiction. These have been very well received and have added to our circulation.

In December we realized that this room, pleasant as it is, was very cold

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Circulation Department - continued

when the outdoor temperature dropped. We worked with coats on during the winter.

The first part of 1974 we decided to re-arrange the Paperback area. In doing so far more space was created.

It seems to be customary year after year but again in January we had no pages. We, the circulation staff, did the work again until the Y. C. was re-funded.

In February also, we bought new bins for our record collection. This created a lot more space and made the records far easier for the patrons to find.

National Library Week took place in April. The library staff took over "Books Come to Life Day". We also had a "Community Day" at the Wilks Branch. This took place out of doors. City equipment such as trucks, fire trucks, police cars, ambulance, etc., were all shown and their use explained. A "Flea Market" was held on the grounds of the Buttonwood Community Library for the benefit of the "Friends of the Library". The Library staff worked with the Friends on this project.

In May the first of the "Work Study" people arrived and in June we acquired four more from the same program.

The inventory was taken at the Main Library which necessitated its closing for a period of two weeks. When we reopened again we received 23 Youth Corps recruits, some of which were specifically sent for janitorial duties. Some of the others were sent to the branches. Having so many allowed us to wash all our book covers so now the library has the cleanest books ever!

Respectfully submitted,

Cecelia F. Weaver,
Department Head

Eighteen Month Report, Free Public Library
January 1973 - June 1974

REFERENCE DEPARTMENT

The period was one of steady progress for the Department. The number of Reference questions asked by the public increased in 1973 by 15%, so it was a busy year. In spite of several personnel changes, both in Reference and the combined Melville-Genealogy Department, 13,197 reference questions were answered, an increase of 1705 over 1972. More patrons are using the direct line (999-5515), accounting for some of the telephone increase of 1014 for 1973.

January through June 1973

Ingraham Hall was rearranged. All the biographies and 700's along with the microfilm readers and film, were placed in the rotunda. The resulting space allowed books to be taken from the stacks and placed on open shelves where they would be more accessible. This took approximately three weeks.

In a continuing effort to update the book collection, the 800's and biographies were weeded, mended, or reordered - whatever the situation required.

The Periodical List was updated and copies sent to the libraries in the region, and to our branches.

Several high school classes came to the reference room to learn how to use the books and the periodical guides. They were also taught how to find information in the card catalog and the right way to fill out a call slip.

The College Club reviewed books by Nobel Prize winners. A corner of Ingraham Hall was set aside to hold these books.

"Books Come to Life" program sponsored by the Friends of the Library on Sunday, April 29th, was a huge success. A "first" for the Friends, with many people expressing a desire for more such library-sponsored events.

In conjunction with the Whaling City Festival, July 1-8, the exhibit cases featured whaling materials and New Bedford artifacts. The Library Book Fair was held on July 5th.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Reference Department - continued

The London Times on microfilm, 1785-1799 and 1800-1811 has been received. This will be updated each year.

Some old newspapers in first stack were moved to the fifth stack (Genealogy area) for safekeeping. These were interesting, mainly New Bedford in the 1800's.

The Ingraham Hall collection was re-shelved in a more logical order so the public could find material more easily.

During the winter we went through an energy crisis. The building was kept at 68 degrees and only the necessary lights were used. In a further effort to conserve energy the library closed at 5 p.m. on Friday, instead of staying open until 9.

December was a festive month, the theme being "Christmas Around the World". One day was set aside for a party consisting of international foods brought in by the staff. On Sunday, December 9th, the staff and friends decorated a huge tree, as well as the rooms on the main floor. Refreshments were served and everyone had a good time in spite of the lack of heat.

January - June 1974

During the summer the vertical file was given a thorough weeding and all New Bedford materials, including art and artists, were placed in a separate file.

The main library closed for two weeks in June for the first inventory in three years. Three teams inventoried the rooms and the reference overflow area. 122 books were missing. Many were one-volume technical titles, others were various New Bedford Community Reports.

Pamphlets found in fifth stack have been filed in their proper boxes in the Treasure Room, and the index for them placed in the Genealogy Room.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Reference Department - continued

New Services:

Dun & Bradstreet's Market Identifiers - Bristol County. This is a listing of the smaller companies of Bristol County arranged geographically. It created a stir for several days. Other libraries, via teletype, made inquiries.

In May, the first issue of a public relations pamphlet called Business Information From Your Public Library, was sent to New Bedford firms. It contains bright easy-to-scan sections such as "What's New?", "New Books You Might Like to Meet", and "They are Asking", which is made up of sample questions of interest to businessmen. It's hard to gauge the response to this, because we've always had numerous questions from local businesses, but the pamphlet emphasizes the library's direct reference telephone line.

Numerous requests have been received for prints of paintings by 19th century New England and local artists in our collection, partially because of the Bicentennial celebrations.

For the first time the Reference Department has its own budget, which so far, has made for more selective ordering.

All in all, a busy and challenging 18 months.

Respectfully submitted,

Thelma Paine
Department Head

Eighteen Month Report, Free Public Library
January 1973 - June 1974

REFERENCE DEPARTMENT

Audiovisual Section

January - June 1973

In April of 1973, the Audio/Visual section officially became a section of the Reference Department. The duties of the section were increased to include the care and handling of all microfilm and microfilm machines in the library system, as well as the basic preparation of all circulating Audio/Visual materials.

The day to day operations of the section resulted in 471 records added to circulation, while 101 records were discarded due to wear or loss. We added 393 cassettes, and discarded 4. Twelve new composers were added to the catalog; new groups or performers added totaled 24.

The twice weekly library film shows were attended by 1,926 people, with the greatest number coming to the two presentations of King Kong in June. The film shows were extended into May and June due to the availability of feature classic movies from the Boston Public Library.

I attended two conferences; the first, the MLA Conference on Cable Television, which presented the various future uses Cable TV and Video-taping will have in libraries and, secondly, the MLA Conference at Hyannis in May, which specifically dealt with the ramifications of the copyright court decisions for reproducing copyrighted and non-copyrighted materials in the Public Library.

The Library offered in March a series of courses on the operation of projectors, the planning of Film Shows and the handling and choosing of recordings for the public library. These sessions were attended by personnel of other area and region libraries, as well as by our own staff.

Between the conferences and the mounting daily workload, the first six months of 1973 were a busy and productive period for the Audio/Visual Section.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Audiovisual Section (Reference Dept.) - continued

July - December 1973

The Library presented the CIVILIZATION Series of movies narrated by Sir Kenneth Clark as a feature of our Monday Library Film Show. A chapter in the series was shown every two weeks from October thru April of 1974 and then sent on to other libraries in the area cooperating in this program. Attendance at our showings was 726 for 26 shows from September to December.

We added 339 recordings to the collection and discarded 64; added 120 cassettes and discarded 15. Twenty-nine of the additions were by new groups. Most of the 38 new composers to join the catalog came from a special collection of 15 Navy Band Recordings given to the Library in celebration of the 1976 Bicentennial.

The Library, in conjunction with the Kiwanis Club, sponsored a Christmas Music Hour at noontimes in late November and December. Music was broadcast from the A/V office through speakers placed above the front doors of the library. After the assistance from the Kiwanis Club faltered the library used its own recordings and materials until Christmas. The program was favorably commented upon by area office workers hurrying in the cold to do their shopping.

January - June 1974

Film Shows - The Spring Film Program finished presenting the CIVILIZATION Series. The 33 shows between January and April drew 1,068 people. In September, a similar kind of programming is expected, except that the major offering will be Cooke's AMERICA Series. The attendance for these programs might have been higher had it not been for the Gas Shortage in the winter.

A special presentation of films that the library owns was shown to students of St. Anthony High School while they were here on a Library Tour in May.

Recordings - For this six-month period 340 records were added to circu-

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Audiovisual Section (Reference Dept.) - continued

January - June 1974 - continued

lation, while 83 were discarded, and 105 cassettes added, with 16 discarded. This winter the library began updating its Shakespeare collection of records by either buying new titles or new copies of existing records. Shakespeare recordings are in heavy demand during the school year as the library is one of the few local places to have an almost complete set of the recorded plays.

Additional record bins were acquired from the Vocational School for the increasing size of our record collection, both here and at the branches. The center library now has 24 record bins filled with a wide variety of Classical, Popular, Spoken, and Historical interest records, with additional listings of Business, Juvenile, Dance Instruction, and Language Instruction records.

The A/V Section is hoping to increase the record and films holdings in the coming months, even though the prices are rising for every item in this area. Planned additions include an update of the Opera recordings, 8mm film additions, and more new 16mm films. Also ahead is the acquisition of a new item - the filmstrip/cassette package which will begin arriving in the fall.

Respectfully submitted,

Peter S. Barney
Section Head

Eighteen Month Report, Free Public Library
January 1973 - June 1974

REFERENCE DEPARTMENT

Whaling/Genealogy Rooms

January - June 1973

The death of the Curator of the Melville Whaling Room resulted in the most significant change in service to the two rooms during this six-month period. His expertise is irreplaceable. Mrs. Janet Williams filled this vacancy temporarily until Mr. Kieran Chapman took over responsibility for both the Melville Room and the Genealogy Room.

Microfilming of various documents was completed during this time including some whaling logs and the work, Cape Cod Families and an index to the latter work was also prepared during this time. The Quaker pamphlets were indexed by author and/or title and placed in six boxes in the Genealogy Room where they are easily accessible for reference.

The rooms attracted 2,022 patrons during these six months. There were 1,618 in Genealogy and 404 in Melville.

July - December 1973

This six-month period was highlighted by another change in staff in the Genealogy and Whaling Rooms as Bruce Barnes was put in charge of both collections. Although attendance figures were roughly kept during this period, a total of 1,565 people visited the Genealogy Room and 350 used the Melville Room.

An index to the General R. P. Pierce papers, a fairly substantial collection of Civil War letters, was completed. They were listed in alphabetical order and include the names of some of Old New Bedford's most well-known citizens. A large group of local maps was removed from the stacks and deposited either in the Genealogy Room or in the map case in Melville. The fragile condition of the remainder of these maps and the lack of a suitable storage area caused the end of this opera-

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Whaling/Genealogy Rooms (Reference Dept.) - continued

July - December 1973 - continued

tion until they can be properly restored. The demand for this material is substantial.

Much of the time was spent at this project as well as answering the mail and in-person questions posed by patrons during these six months.

January - June 1974

The past six months represent a very busy period for the Genealogy and Melville Whaling Rooms. A total of 2,857 people used the two rooms with about 25 percent of these concerned primarily with the Whaling Room. The information in these two rooms is inter-related and people who are doing extensive research on whaling shuttle between rooms to gain the most possible information from the many materials at hand. Patrons working on genealogy also, in many instances, proceed to Melville to gain additional insight on individuals.

During this period the Melville Whaling Room was rearranged, and there is now a better atmosphere for research and reference, especially as the index to the Whalemen's Shipping List was completed. This gives a brief but concise citation to ships and captains. An index to advertisers was begun and although only partially complete at the end of June it has already proved to be valuable. The enormous amount of time needed to do this job has caused a temporary halt in progress. Sheets were prepared for the Wing Collection of account books for the scheduled fall microfilming.

On the negative side, a log book of the "Morning Star" was stolen from an exhibit case and partially destroyed. Upon recovery it was restored by the New England Documents Conservation Center and has now been returned to the Melville Room. The late Mr. Hegarty's son removed the artifacts which were on loan

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Whaling/Genealogy Rooms (Reference Dept.) - continued

January - June 1974 - continued

to the Library by his father, but we were able to replace them with our own which have proved to be almost as informative.

In Genealogy, an index to families in the American Genealogist was completed. It is a valuable reference tool.

There are some projects which have been begun but stopped because there is not enough time to do them. The index to the advertisers in the Whalemen's Shipping List, the index to the Cuffee Papers, the arrangement of the Custom House Records, and the retyping and checking of the pamphlet box material have all been begun or contemplated but the extent of each project has caused the projects to be postponed.

The possibility of summer help next year may aid in completing these assignments.

Respectfully submitted,

Bruce Barnes
Head, Whaling/Genealogy Rooms

Eighteen Month Report, Free Public Library
January 1973 - June 1974

JUVENILE DEPARTMENT

The Juvenile Department provides programs and assistance to each branch to plan and carry out programs for children. The gas shortage curtailed them during much of the year and as a result the branch librarians were urged to continue them on their own.

January 1 - June 30, 1973

Our class visits and film programs were well under way and continued into June. For this six-month period, fourteen assorted classes visited us, a total of 359 students. One Brownie Troop (14) toured the Library.

Our film series included a weekly loan of films to the Denison Memorial Youth Center who had a combined audience of 1,246 boys and girls. We also conducted film programs at the West End Day Nursery where 599 pre-schoolers enjoyed our selections.

Our best customers were our friends at St. John's Nursing Home - all 664 weekly viewers. You really feel appreciated when you visit them or when they come down to see us.

The Schwartz Rehabilitation Center added 167 to our viewing audiences, while the Center Library and three Branches contributed 284, making a grand total of 2,960 persons (some repeats) who enjoyed the Library's Children's Film offerings.

Easter was celebrated by a special story hour performance by Miss Bette Souza. During school vacation we all went into the "egg business". Mrs. Ann Finkel, of the Technical Services Department, taught us to "blow" eggs. It took one grown-up two hours to blow out one egg, while one of our smallest helpers did it in five minutes! As a result, two hundred eighteen excited youngsters and mothers helped dye and decorate 300 Easter eggs. After our special decorating program was held our National Library Week display was ready - an EASTER EGG TREE!

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Juvenile Department - continued

January 1 - June 30, 1973 - continued

Of course, as the second week of the display drew to a close, the Children's Room did take on a most peculiar aroma - a combination of decayed eggs, white mice, rats, hamsters, gerbils and rabbits. Our other contribution to National Library Week, you see, was a Pet Show! Many people who had never visited our Library before - or since - came to see the animals.

The week ended with approximately 375 young people enjoying a special Cartoon Show held at each of the three branch libraries. Mrs. Boudreau was the projectionist.

May and June were devoted to our regular tasks in addition to preparing for an extremely hectic summer.

July 1, 1973 - December 31, 1973

July came in with a bang as the Library celebrated the Whaling City Festival with its annual Book Fair. Our contribution was approximately 3,000 used Juvenile Books.

We plunged into our SUMMER PROGRAMS held from July 9 thru August 31, made up of Craft and Film Programs at the Center Library and Film Programs at the Branches.

During July, 314 youngsters made totem poles, bleach pictures, a magic coal plant, napkin holders, butterflies, plastic planters, soap powder pictures, painted with coffee grounds and made a piggy bank - all materials begged, borrowed and stolen from Staff members and their families.

In August, 214 worked on such projects as a plastic maiden, papier mache, felt crafts, fingerpainting, macaroni crafts, pine cones, and two days of "doing your own thing"!

Three days per week were reserved for "unsupervised crafts". This program

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Juvenile Department - continued

July 1, 1973 - December 31, 1973 - continued

was not as successful as the special projects.

Films were shown at the Smith Street Center for Retarded Children (109), the West End Day Nursery (491), St. John's Nursing Home (342), at the Center Library (176), Buttonwood Community Library (204), Howland-Green Library (140) and Wilks Branch Library (362) making a total audience of 1,875.

A full schedule - classes and films - got underway in October.

Seven classes (283) pupils visited us - some on a regular schedule. The film programs continued at the Center (86), and Branches - Buttonwood (105), Howland-Green (238) and Wilks (63). Our outside activities included programs at Schwartz Rehabilitation Center (97), West End Day Nursery (219), St. John's Nursing Home (281) and the Center for Retarded Children (39). Unfortunately, these had to be cancelled in late October due to the gasoline shortage and the renovation of the Children's Room.

We began moving out of the Juvenile Room the last of October and managed to have the room ready for our Christmas display - tree - lights - and bulletin boards. The new colors - French violet and daffodil yellow caused quite a stir among the grownups, but the children like it and as the renovation was completed, folks decided our taste in colors really did meet with their approval. The additional shelving looks nice and goes with the new color scheme.

During 1973 we also increased our Juvenile record collection and added a collection of children's games, toys and jigsaw puzzles. These have had hard usage and have to be replaced periodically.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Juvenile Department - continued

July 1, 1973 - December 31, 1973 - continued

We are very pleased to report a very gradual increase in circulation and hope that it will continue to grow over the next year.

January 1, 1974 - June 30, 1974

The gas situation put a damper on any outside activities for the first six months of 1974. The weather kept some of those schools within walking distance from bringing classes to us - except for County Street who had a regular schedule - three classes per week and T. A. Greene School with one class. However, we did have forty-five scheduled visits with 1,077 attending. Headstart and Day Care tots had their own van for transportation. They accounted for five of these classes.

Due to an accident to a staff member at the Casa da Saudade, Miss Souza filled in three days per week at the Branch for about six weeks. Lois Mello from Plus Kinyon School came to us for five hours per week and helped immensely with filing and shelving books. She was with us until the middle of June.

For National Library Week, I was placed in charge of the Second Annual Sunday Open House "Books Come to Life". We had a smaller audience than last year, about 400, but an appreciative one. The participants all remarked that they hoped to be asked to come again to show their wares.

The last two weeks of June were set aside for Inventory. Ours continued throughout the summer, but at the end of those two weeks, plus, we had completed our entire room. We had spent the spring months getting our bottom floor stacks in working order and were able to organize our picture book section so that we could finish. Our total missing books list at that time consisted of:

Fiction - 121 J-E - 99 Foreign Fiction - 10

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Juvenile Department - continued

January 1, 1974 - June 30, 1974 - continued

Total Fiction----------	230
Total Non-Fiction-------	231
Grand Total	461

Since that time more books have been located and the total is down to 447.

In conclusion:

A great big THANK YOU to the Staff and friends who have been so generous with their time and materials. We could not have accomplished these projects without their assistance.

A special THANKS to Martha Boudreau and Bette Souza. Although it was in the line of duty, they both worked over and beyond the call in providing materials and the time and energy that was required. I'm very proud of them.

Respectfully submitted,

Charlotte S. Nye
Children's Librarian

Eighteen Month Report, Free Public Library
January 1973 - June 1974

TECHNICAL SERVICES DEPARTMENT

In addition to the normal workload of the department 600 Spanish books were processed; we caught up with some volumes in the Melville Whaling Room which had not been catalogued; and, in the interests of interdepartmental cooperation, catalogued 100 books for the New Bedford Police Department. Seven hundred and twenty-five paperbacks were classed according to the first two digits of the Dewey System and processed for the new paperback browsing area.

The Head of the Department pursued her interest in outside activities, one of them being to represent the Library in the Y.W.C.A. Friendly Visitor Program. The "Y" has assigned a Senior Aide, Mrs. Jennie Magnett, to help the Library by bringing books to shut-ins. She selects books and magazines from the Library shelves according to individual preference, and she is very enthusiastic about her part in the program.

Also, the 18th century French Salon has been revived, with participation by two groups. The Salon is a social and cultural meeting at which are discussed French books and magazine articles that the members have read.

The Department is grateful to the library staff for their continued cooperation without which our work would be impossible. I also wish to recognize the dedication and untiring efforts of each member of the Technical Services Department who have worked so hard and who have faithfully supported me in the many projects and assignments we have undertaken.

Respectfully submitted,

Pauline Bolduc
Department Head

Eighteen Month Report, Free Public Library
January 1973 - June 1974

CUSTODIAL DEPARTMENT

This important department strives to keep all the buildings of the library system clean and in good working order.

In addition to the usual work of the department in maintaining the buildings and grounds, the staff did much of the work of renovation and reshelving as the buildings were improved.

January through June 1973

(a) The Wilks Branch has been completely renovated, much carpentry and erecting of steel shelves has now made it one of the most outstanding of our Branches.

(b) The Howland Green Branch has had a partition put up to make a Spanish Library. The rearranging of shelves and tables and the placing of equipment and books have made a very attractive room.

The grounds were landscaped by my staff. Through the cooperation of the Park Department top soil was brought in. They also donated benches which we placed around the front of the building. These benches are now being enjoyed by our Senior Citizens.

July through December 1973

(a) Buttonwood Community Library - the roof was repaired. The Police Signal System helped to repair the lamp pole which is now in good working order. New drapes were made and installed by students of Vocational High School who did an excellent job.

(b) Main Library - a new door was installed on the driveway side. New carpet was installed on the bottom floor corridor, plus a section was arranged with a charge desk, shelves which now hold paperback books, and tables for reading. A major repair of note was the re-cutting of the armature of our DC motor which drives the hot air throughout the main library.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Custodial Department - continued

January through June 1974

(a) Main Library - wire screens were installed around the bottom floor windows to keep out vandals and thieves. These were made by Vocational High School students and installed by our City carpenters.

(b) Catalog Room - old shelves were taken down and new steel shelves were installed plus a ten-foot work table against the wall.

(c) The Administration offices were painted and the floors sanded and refinished. New fixtures were installed by the City electricians.

We expect to continue to maintain the buildings at top efficiency. The Department takes pride in their work and will continue to contribute to the effectiveness of the library operation in any way it can.

Respectfully submitted,

Gabriel S. Souza
Supervisor

Eighteen Month Report, Free Public Library
January 1973 - June 1974

BOOKMOBILE

January 1973 thru June 1973

Mrs. Catherine Bell retired at the end of March after serving eighteen years on the Bookmobile. Regular patrons expressed best wishes and wished her happiness. I was appointed in charge temporarily and many assistants were sent from the circulation department for a period of six months. During these months a "Job Description Manual" was made up and I was appointed permanently one step lower than that previously held by Mrs. Bell. At that time, Mrs. Linda Gallant was permanently appointed to the Bookmobile staff.

We received greetings from two patrons who were travelling in Europe.

The Bookmobile was colorfully decorated for all holidays during these months and all efforts were noted and appreciated by our patrons.

We accomplished our regular duties of overdues, bills, etc.

Our total circulation from January 1 till June 30 was 25,525.

July 1973 thru December 1973

The Bookmobile had a bad start in August being serviced in the garage for repairs and off the road for a total of eleven days. We notified patrons by calling the local radio stations for cancellations.

In August Mr. Maurice Cote took a trip to South America and many patrons inquired as to his whereabouts and wished him well.

Mr. Laurence Solomon, Director, drove the Bookmobile in our City's Whaling City Festival Parade.

The gas shortage forced us to rework our routes and to omit those stops which did not produce much circulation.

Our decorations for the 4th of July, 'back to school', Hallowe'en, Thanks-

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Bookmobile - continued

July 1973 thru December 1973 - continued

giving and Christmas were admired by all our patrons. We received many greetings of the Christmas season from our patrons.

We also accomplished our regular duties of overdues, bills, etc.

The total circulation for the period of July 1 till December 31 was 15,937.

January 1974 thru June 1974

During this period we lost three very faithful patrons by death. We sent proper condolences.

We received greetings from a regular patron who visited England.

In April, on Community Day at Brooklawn Park, we had approximately two hundred and fifty people visit the Bookmobile. We gave a brief explanation of our procedures and distributed schedules and bookmarks. Many people found the Bookmobile interesting and thought it helpful to those who don't get around easily.

During this period we requested a larger quantity of gas so as to complete our planned stops.

The children especially liked our rear bulletin board which depicted a playground, church and our "own Bookmobile" driving out of the scene.

We also conducted our regular duties of overdues, bills, etc.

Our total circulation from January 1 till June 30 was 24,581.

Respectfully submitted,

Germaine T. Surprenant
Bookmobile Head

Eighteen Month Report, Free Public Library
January 1973 - June 1974

BUTTONWOOD COMMUNITY BRANCH LIBRARY

The Year 1973

Personnel

We received two new assistants as a result of "rotation of staff" in the Circulation library system. Mrs. Mary Lynch and Miss Andrea Simmons worked with us for six months while Mrs. Marilyn Caton went to the Central Library. Although we missed the regulars - as did the patrons - all the temporary assistants working here blended well. In July, all involved in the rotation returned to their original positions. However, due to the death of Mr. Reginald Hegarty, another position was needed to be filled at the Center. Mrs. Marilyn Caton was requested to fill that position at the Center Library. She did so under protest remaining there until October. Miss Juanita Wills filled her position in the interim.

Mrs. Edith Jack, a 20-hour Library Aide, retired at the end of the year after working with us for five years.

Activities

The area schools have made good use of the walls in the Lecture Hall. The High School students displayed their talents in the photography field while the intermediate grades displayed a variety of drawings under the supervision of their teachers.

During National Library Week, an Art Contest was sponsored by the Library for grades 1 through 6. The prize-winning posters were shown at this Branch for the enjoyment of the parents and the general public.

The Disney Cartoon feature was highly successful.

During July and August, movies were shown every Tuesday morning at 10:30.

The Summer Reading Club was moderately successful; twenty-nine children registered, with 228 books reported read.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Buttonwood Community Branch Library - continued

Activities - continued

Mrs. Maude Johnson entertained 25 youngsters using her flannel board as a visual aid in her story telling.

This Branch, representing the library system, hosted the Village Green Librarians in November. Mrs. Phyllis Allen, the President of the Club, discussed ideas for Christmas decorations for libraries, presenting some of her original handiwork.

During the course of the year, several area school students visited the library with their teachers. We tried to impress upon them the value of the library to their special needs.

Friends of the Library Club formed and held several meetings here. They are sponsoring a "Meet-the-Author" series. The first Author met was Mr. Everett S. Allen, whose latest publication is "Children of the Light" where he compared 1973 to the days of the whaling era here in New Bedford.

Our Lecture Hall continues to be a popular meeting place with 283 reservations recorded.

Gifts

Mrs. William Preece continues giving freely of her talents in the form of decorative posters. Our patrons appreciate each new display.

Mr. Christopher Hayes gave us an autographed copy of his book, A School Committeeman Tells it All.

Our paperback collection is growing with the generous contributions of our patrons.

Budget

A decrease in funds available for the new book purchases left us with a

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Buttonwood Community Branch Library - continued

Budget - continued

noticeable lack of best sellers. Many of our regular patrons left us to go to other libraries in the region. Hopefully with our new budget and Josten's Monarch Lease Plan, our patrons will return. There was an overall increase in circulation in spite of patrons using other libraries. The paperback collection circulation totalled approximately 7,000.

Hours

In view of the energy crisis, the Trustees voted at the December meeting to close each Friday at 5 P.M. instead of 9 P.M.

Statistics

63,480 records, cassettes and magazines circulated this year. This is an increase of 1,000 over 1972.

Approximately 6,800 people attended meetings held in our lecture hall.

Miscellaneous

A record of reference questions asked either in person or by telephone is being kept daily. In December, we began a count of the number of persons using the library.

The Audobon Prints on loan from the Center Library are viewed appreciatively by many - these prints are usually changed every six months.

A record player and typewriter were purchased for this branch.

The American Flag, which is spot lighted and flown 24 hours a day, was torn from the pole. It was the second time this has happened.

In March, cement was laid around the walk at the entrance of the building. This is a great improvement. The front lamp post knocked down in a freak accident a few years ago was replaced this year.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Buttonwood Community Branch Library - continued

Miscellaneous - continued

The lecture hall could use some method of shutting out excess light for afternoon movies.

A problem with the air-conditioner caused by a broken seal in the compressor was quickly rectified.

January - June 1974

Community Action at Buttonwood Community Branch Library

Friends of the Library continued their well received program called "Meet-the-Author" series. Mr. Milton Travers, local author of Indian Folklore, graciously filled a last minute cancellation. Mr. Eric Redmen, author of "Dance of Legislation", brought the series to a close in February.

Mrs. Doris Marlow of Friendly Visitors from the Y.W.C.A. with Mrs. Grace Young, set up a program for shut-ins of this area. On June 10th, the shut-ins were entertained by Olinda Tavares, and two teenagers on their accordions in the Lecture Hall.

Three weeks in July, 18 acrylic and casien paintings were displayed at this library. These works, a first at this branch, were sponsored by the Old Bergen Art Guild of New Jersey. The Standard Times gave the show a good review.

Mrs. Mary Segall requested permission to hang 12 collages which have been shown in the lobby at Lt. Luke's Hospital.

Mr. Bisaillon and his staff have been very cooperative with the art work of their students.

Within six months, 144 requests have been made for the use of the lecture hall with approximately 2,121 persons in attendance.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Buttonwood Community Branch Library - continued

January - June 1974 - continued

Requests by teachers and scout leaders that their charges be taught the workings of the card catalogues. An advanced 4th grade class spent the morning with us.

Peter Barney spent a day rechecking the records and cassettes, ordering new records for us. The records seem to circulate more often than the cassettes.

March 26th, Miss Christine Simmons was officially promoted from 10-hour page to 20-hour Library Aide II, replacing the original Aide who retired last December. This leaves us without a 10-hour page.

At the end of April, the library resumed the original Friday hours being open until 9 P.M. The hours had been curtailed to conserve heat.

A new position was created at the Branches, that of Library Assistant I. Four Branch Assistants applied to fill three positions opened.

The survey of people using this library exclusive of meetings, totalled 6,712 for the months of January and February.

Permission was granted for new draperies in the staff and work rooms. The material was selected, purchased and the drapes made and delivered by Vocational School students. The workmanship of the finished product by these students under the direction of Mrs. Cameron is to be commended.

Repsectfully submitted,

(Miss) Lucy A. Sherman
Branch Librarian

Eighteen Month Report, Free Public Library
January 1973 - June 1974

CASA DA SAUDADE

The Casa da Saudade, pronounced, approximately, "Casa Sow-dad", is the Portuguese Branch of the library. It contains material in both the Portuguese and English languages, as well as records in Portuguese. It caters to the immigrant and to those who, though they have been in the United States for several years, are still unfamiliar with English and with American customs. The major handicap in the branch is lack of space as it operates in less than 1000 square feet in a store-front building.

January 1, 1973 - June 30, 1973

Circulation ---------- 21,786

Registration ---------- 233

As expected our circulation has been increasing, this semester, with steadiness. We have had much more people taking out books in English, records, cassettes and cassette players. From April 9th to April 13th I was part of a "New Bedford Survey Team" for the purpose of assisting the New Bedford community and school authorities in the "implementation of a bilingual education program according to Chapter 71A of the Acts of 1971".

On May 17th, I went to Hyannis to speak on the subject "The Role of a Bilingual Branch Library in the Community". This was part of the Annual Conference of the M.L.A. On May 29th, I went to Harvard University to the first Portuguese Congress in the United States. The Free Public Library of New Bedford was represented in this Congress by a fine display of books about Portugal in English and Portuguese.

In June I was interviewed by Channel 36 about the library. This program was on in October of 1973.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Casa da Saudade - continued

January 1, 1973 - June 30, 1973 - continued

We have had the pleasure to receive many guests from Bilingual programs in New Bedford and other cities; librarians from different cities like East Providence and Framingham; and even people from Portugal who came to New Bedford, to visit their families, and because they knew, through the papers there, that this place exists, they come in and visit us with pleasure and admiration.

July 1, 1973 - December 31, 1973

Circulation ---------- 22,486

Registration ---------- 203

As we can see, the circulation again was very good. As we did last year we have been continually translating materials from English to Portuguese sent to us by schools, South End Council, city agencies and the American Cancer Society. In January 1973, we received an award from the American Cancer Society which reads as follows: "Massachusetts Division Award to Casa da Saudade for outstanding Service in the Control of Cancer".

During the first week of July, Casa da Saudade occupied a booth donated to us by Expo-Portugal, a good display of the Portuguese economic power. This Expo-Portugal was at Lincoln Park. We showed films and displayed some of our best books with great success. On July 19th we started to attend meetings of the New Bedford Council On Aging.

On August 7th, I went to the Immaculate Conception School as part of a group who were interviewing applicants for bilingual teaching positions.

On December 12th, I went to a meeting in Watertown, Massachusetts (L.S.C.A. Vocational Project).

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Casa da Saudade - continued

January 1, 1974 - June 30, 1974

Circulation ---------- 22,549

Registration ---------- 263

Three teachers from Peabody, Massachusetts, were in our branch getting information about Portuguese and Juvenile records. During the past months, we have had several people from other states requesting information. We also have been receiving a great amount of letters with the same intent.

On February 23rd we had a very educational and creative juvenile program. It started with the showing of a filmstrip about the juvenile book "Peter Pan", followed by a discussion about the story. After the discussion the children started to draw and write about some aspects of the filmstrip, on different sheets of drawing paper which, at the end, were put together in the form of a book. Now, the book is part of our general collection.

Movies are always a good way for promoting a good relationship between families, especially if you have a get-together afterwards. On March 12th, we had a good program in which Mr. Couto, Director of the South End Council, showed slides of the Azores. We find the interrelationship between different city agencies, in regard to services to the community, very rewarding.

On April 24th, from 7 to 9 p.m., we had a fine program to commemorate our 3rd Anniversary. The attendance was fantastic. The place was packed and some people coulen't get in. We started the program with the awarding of prizes to winners of an essay contest we held as part of the celebration. To make the presentation, I introduced Mr. Manuel Neto, Councillor of Ward 5, who had a few words for the children and the public. Following this, Mr. Corte-Real, one of our patrons, showed and explained slides with views of the Azorean Islands. Mrs. Sylvia, a member

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Casa da Saudade - continued

January 1, 1974 - June 30, 1974 - continued

of our staff, translated Mr. Corte-Real's words for the English-speaking people who were present. After the slides we all enjoyed refreshments and Portuguese cakes, in a very congenial atmosphere.

The most important single fact during the month of June was the kind of programs we had with the participation of young adults. We had group discussions every Monday and Wesnesday on topics chosen by the patrons, such as: teen dating, women's liberation, drugs, problems encountered in a bilingual home.

We went out of the library and into the community to a meeting of the "Centro Recreativo e Cultural" in which I showed films to over 100 people.

I must finish this report by mentioning a particular circumstance which impeded, very drastically, a better service to our patrons: the lack of space for everything in our library. We have less than 1000 square feet for all our services including: open shelves, storage, seating area, meeting room, conference room, staff area, storage of equipment, etc. Obviously, for all this, we have only one small room, one little closet, (very little indeed) and one diminutive bathroom which cannot be used by our patrons including senior citizens.

Respectfully submitted,

Luis F. Aguiar
Branch Head

Eighteen Month Report, Free Public Library
January 1973 - June 1974

HOWLAND-GREEN BRANCH LIBRARY

Six-Month Report January 1974 - June 1974

Within the six-month period January '74 through June '74 outside lights were replaced around the building. This lighting improved the outside appearance and the safety of the building. Also replaced were lights over the main desk, again improving appearance.

A working relationship was developed between the Y.W.C.A. and the Branch. This has meant participation by this library as well as others in Y-sponsored activities. Y-sponsored "library Y.W. programs" began with Earle Wilson's entertaining a group of shut-ins with his magic and his stories.

Film programs both for adults and children were also started. Attendance was low at the start, it has increased, however, and our shows have developed into community events.

The Howland-Green Library was granted a L.S.C.A. grant of $12,694 to be used in calendar year 1974 for books, audiovisual equipment and materials, as well as games, records and magazines.

The Spanish section of the library officially opened in January '74. The use of the room increased, but by no means is it high. The Spanish Room still needs more promotion and exposure. It is still relatively new.

The Spanish section also received a grant of money. This one was for $4,000 from Model Cities. With this money books and a good number of popular Spanish records were bought, as well as audiovisual materials in Spanish.

SMU Spanish classes were held in the Spanish Room during the winter semester of last year.

109 meetings were held in the library from January to June - 1,081 people

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Howland-Green Branch Library - continued

Six-Month Report January 1974 - June 1974 - continued

attended. 302 adult library cards and 145 children's cards were issued.

Respectfully submitted,

Rosemary Medeiros
Branch Librarian

Eighteen Month Report, Free Public Library
January 1973 - June 1974

MILES BRANCH LIBRARY

January 1, 1973 - June 30, 1973

Our circulation during this period was slightly lower than our peak (1972) year.

The need for additional shelving became increasingly evident and discussions with the Director were started on increasing our capacity and making the branch more attractive.

There was a certain amount of vandalism in the form of broken windows; but having a Monitor during the winter months helped to curtail some of the troublesome behavior.

As warm weather is approaching, many of the children are coming to visit us by way of field trips. Needless to say, we are always happy to see them and hope they will continue to drop in.

July 1, 1973 - December 31, 1973

The plans for the renovation were completed and the shelving was ordered.

Things were fairly quiet this summer, but again circulation is less than last year. Our total circulation for the year was only 82,985, against 88,559. We had 350 children come to our summer film program.

Our new shelving arrived and in October we closed for three days for the hard task of renovating. Due to everyone's cooperative spirit it was accomplished with a minimum amount of hardships. Our "new look" seems greatly appreciated by our patrons.

Use of our all purpose room has increased and the new screens and projector we received were appreciated.

Eighteen Month Report, Free Public Library
January 1973 - June 1974

Wilks Branch Library - continued

January 1, 1974 - June 30, 1974

Our new bright red carpet arrived and added a great deal of color to our main room. Along practical lines, it will help to eliminate one of our major problems during the winter months, that being slippery floors.

Vandalism was just about nil this winter with only minor incidents of snowballing.

April brought National Library Week and during that time Wilks Branch sponsored a "Community Day" that was deemed a great success. This was our first attempt at public relations which involved so much of the city, and several hundred people came to see the fire and rescue vehicles, talk over the Army Reserve radio, sound the police siren and inspect the rescue equipment. Smokey the Bear was a great attraction for the children - and the Bookmobile gathered a few new patrons.

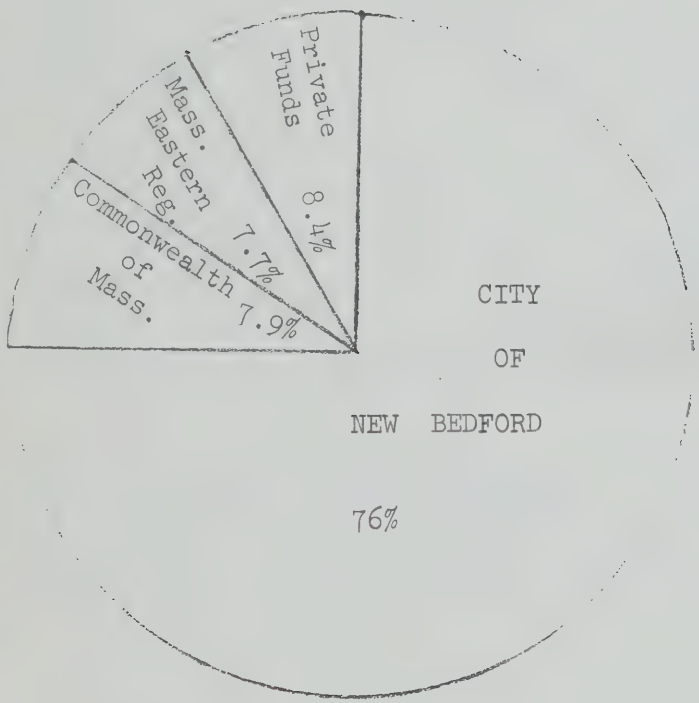
Use of the all purpose room has doubled since the beginning of the year and seems likely to continue.

Respectfully submitted,

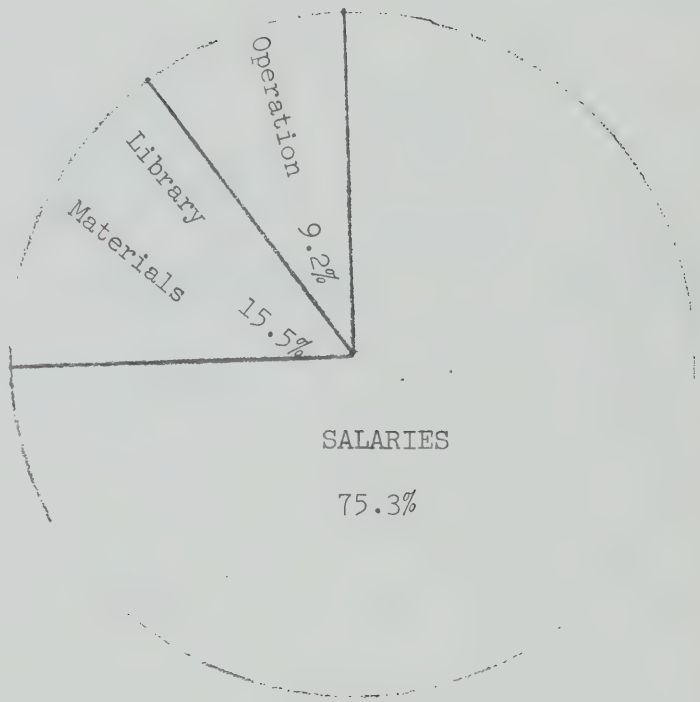
Irva M. Torres
Branch Head

NEW BEDFORD FREE PUBLIC LIBRARY

The Library Dollar



INCOME



EXPENSES

Assessed Valuation: $216,876,625.00

City Support: 2.75 mils ($2.75 per thousand)

NEW BEDFORD FREE PUBLIC LIBRARY

1 January '73 - 30 June '74 (18-month) Fiscal Report

Where it Came From

City of New Bedford	(75%)	$596,971.99
Commonwealth of Massachusetts	(7.75%)	62,166.38
Massachusetts Eastern Region	(7.5%)	60,302.10
Private Funds	(8.45%)	67,470.31
		$786,910.78
Balances, June 30		10,963.82
TOTAL RECEIPTS		$797,874.60

(12 months: $535,245.20)

Assessed Valuation: $216,876,625.00

City Support: 2.75 mils ($2.75 per thousand)

Where it Went

Salaries		$601,701.18	(75.3%)
Library Materials		123,559.28	(15.5%)
Cost of Operation:			
Heat & Power	$37,732.01		
Processing	7,488.65		
Maint. & Repair	11,443.03		
Office & Admin.	10,243.87		
Other	5,706.58	72,614.14	(9.2%)
TOTAL EXPENDITURES		$797,874.60	

	Recommended	Actual
Salaries	70.0%	75.3%
Materials	20.0%	15.5%
Operation	10.0%	9.2%

18-MONTH REPORT JANUARY 1973 - JUNE 30, 1974

CIRCULATION - 1973

Location	January-June 1973				July-December 1973				Total
	Adult	Juv.	ILL	Total	Adult	Juv.	ILL	Total	
Central	56,166	15,686	1,516	73,368	45,185	12,618	1,513	59,316	132,684
Wilks Br.	42,861			42,867	40,118			40,118	82,985
Bookmobile	25,525			25,525	15,937			15,937	41,462
Buttonwood Br.	32,652			32,652	30,828			30,828	63,480
Casa da Saudade	21,786			21,786	22,486			22,486	44,272
Howland Gr. Br.	24,579			24,579	20.708			20.708	45,287
System Totals	203,569	15,686	1,516	220,777	175,262	12,618	1,513	189,393	410,170

	JANUARY - DECEMBER 1973					
	Print	A-V	ILL	Films	Games	Totals
Central:						
Adult	91,781	8,085	3,029	1,485		104,380
Juv.	24,636	3,381			287	28,304
Sub-Totals	116,417	11,466	3,029	1,485	287	132,684
Branches:						
Adult	162,238	11,228				173,466
Juv.	104,020					104,020
Sub-Totals	266,258	11,228				277,486
GRAND TOTALS	382,675	22,694	3,029	1,485	287	410,170

CIRCULATION - 1974

Location	July - December 1973				18-Month Recapitulation		
	Adult	Juv.	ILL	Total	1973	1974	Total
Central	45,185	12,618	1,513	59,316	132,684	69,975	202,659
Wilks Br.	40,118			40,118	82,985	39,395	122,380
Bookmobile	15,937			15,937	41,462	24,581	66,043
Buttonwood	30,828			30,828	63,480	31,665	95,145
Casa da Saudade	22,486			22,486	44,272	22,349	66,621
Howland-Green	20,708			20,708	45,287	22,168	67,455
System Totals	175,262	12,618	1,513	189,393	410,170	210,133	620,303

	January - June 1974						1974
	Print	A-V	ILL	Film	Games	Total	Percentages of Total Circulation
Central:							
Adult	48,073	3,574	2,106	930		54,683	Print (Including Interloan)
Juv.	12,317	2,848			127	15,292	
Sub-Totals	60,390	6,422	2,106	930	127	69,975	94%
Branches:							
Adult	82,498	5,135				87,633	A-V (Including Films and games loaned)
Juv.	52,525					52,525	
Sub-Totals	135,023	5,135				140,158	6%
GRAND TOTALS	195,413	11,557	2,106	930	127	210,133	

18-MONTH REPORT JANUARY 1973 - JUNE 30, 1974

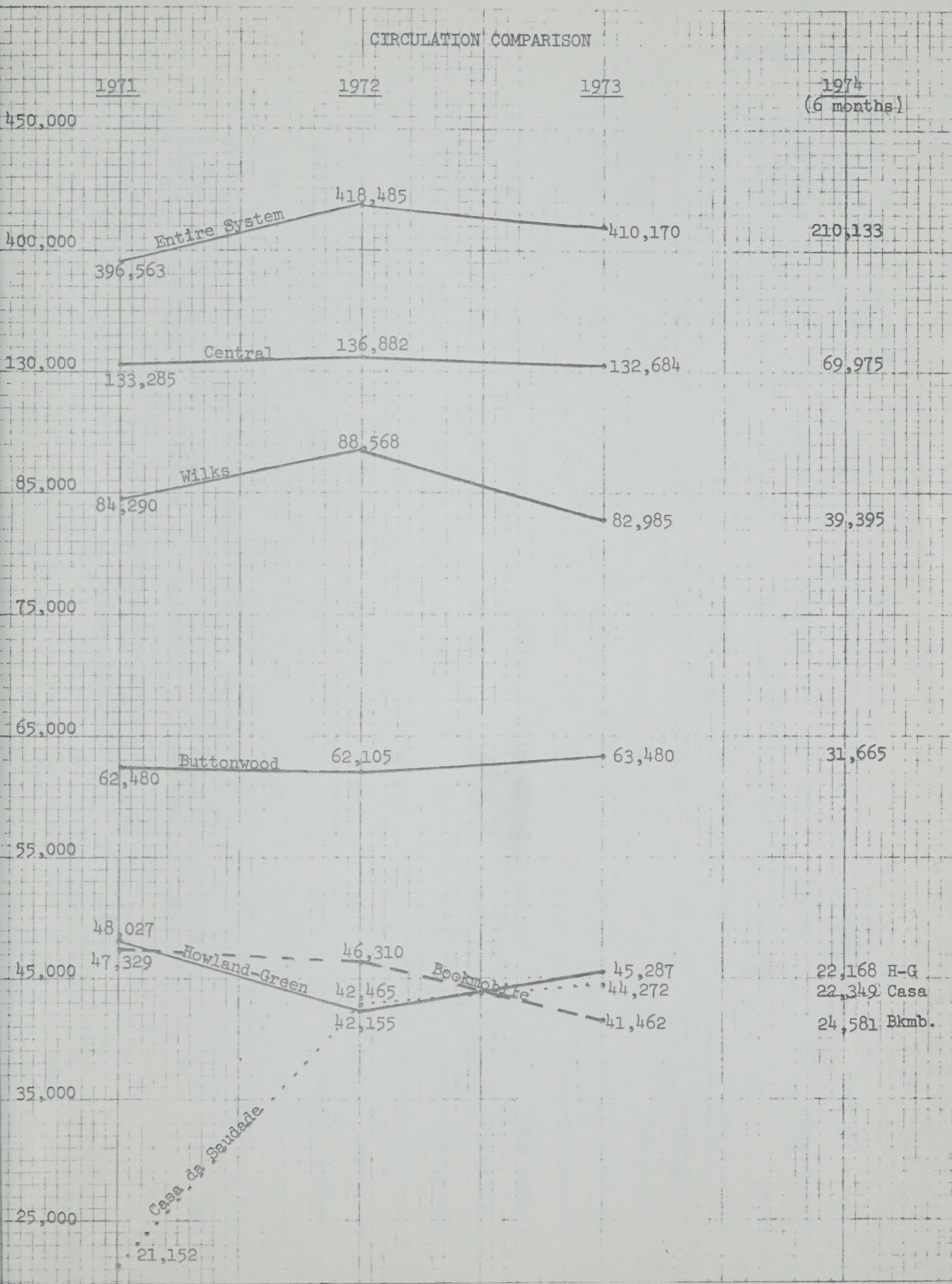
REFERENCE SERVICES

	January - December 1973			January - June 1974		
	In Person	Telephone	Total	In Person	Telephone	Total
Central	8,494	4,703	13,197	3,375	2,608	5,983
Wilks Br.	4,279	668	4,947	1,448	520	1,968
Bookmobile	--	--	--	--	--	--
Buttonwood	3,313	1,131	4,444	1,930	765	2,695
Casa da Saudade	--	--	--	--	--	--
Howland-Green	1,237	128	1,365	827	101	928
Totals	17,323	6,630	23,953	7,580	3,994	11,574

18-Month Totals:

In Person --------- 24,903
Telephone --------- 10,624

Total ---------- 35,527


CIRCULATION COMPARISON
1971
1972
1973
1974
(6 months)
450,000
400,000
130,000
85,000
75,000
65,000
55,000
45,000
35,000
25,000
Entire System
396,563
418,485
410,170
210,133
Central
133,285
136,882
132,684
69,975
Wilks
84,290
88,568
82,985
39,395
Buttonwood
62,480
62,105
63,480
31,665
Howland-Green
47,329
42,465
42,155
44,272
22,168 H-G
Bookmobile
48,027
46,310
41,462
24,581 Bkmb.
Casa da Saudade
21,152
45,287
22,349 Casa

EIGHTEEN-MONTH REPORT
JANUARY 1, 1973 - JUNE 30, 1974

Fund	On Hand 1972	Received 1973	Disbursed 1973	Received 1974	Disbursed 1974	Balance 1974
Fred S. Allen	$ 3.92	56.74	50.22	29.12	-0-	39.56
James B. Congdon	7.02	28.30	20.78	14.70	-0-	29.24
George O. Crocker	13.41	317.71	310.40	159.65	138.51	41.86
O. Crocker	1.03	56.52	27.97	29.38	43.55	15.41
George Howland, Jr.	2.41	132.78	126.11	57.14	26.50	39.72
Sylvia Ann Howland	91.37	3533.53	3597.28	1812.42	1787.10	25.32
Susan Jones	5.48	845.58	803.96	426.93	444.09	29.94
Kempton Fund	207.26	21299.73	16896.01	9615.46	13685.55	540.89
Elizabeth Mackie	19.33	56.52	47.08	29.38	32.34	25.81
Charles W. Morgan	3.23	56.52	30.80	29.38	-0-	58.33
Clara Tripp	924.14	1139.16	1316.92	587.59	642.22	691.75
Florence Waite	64.85	536.56	587.10	168.87	105.31	177.87
Patty Wilcox	169.60	319.30	328.36	160.47	248.73	72.28
Wilks	2162.65	32943.74	23923.90	16344.92	18050.55	9476.86
Charles Wood	84.77	137.21	151.63	68.51	-0-	138.86
Restoration Ball	302.46	-0-	-0-	-0-	-0-	302.46

APPENDIX "G"